

Office Memorandum • UNITED STATES GOVERNMENT

TO : Mr. [REDACTED]

DATE: 19 March 1956

FROM : Miss [REDACTED]

SUBJECT:

1. The attached analysis of the problems contained in the Manpower Survey is divided as follows:

1. Internal CIA Duplication
2. External CIA Duplication
3. Services for Another Agency
4. Services, which could be Transferred to Another Agency
5. Elements of Common Concern within the Intelligence Community
6. Combination of Similar - Functions.

The references are to the summaries of the Basic Papers submitted by the DD/I, DD/P and the DD/S.

2. The "Remarks" are addressed to you and I hope will prove to be useful in planning your task forces - or teams. I assume that if and when any savings are realized, concurrent thought will be given to utilization of these persons in "xxfunctions or requirements now assigned xx which are beyond xx present capacity xxxx".

I turn the Thermo-fax for one copy, all this to be ready by next Monday PLS.
JEANNE
Completed 5 July 56

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1. Internal Duplication

a. DD/I

(1) Research and Development

- (a) Components Involved: DD/I - OSI, DD/S - OC, DD/P - [REDACTED] 25X1A8b
Materiel Board and FI*, SA/DCI and Elint.

Remarks: Study extent of internal duplication, and how efforts could or do complement each other. (Ref: DD/I papers, para. 2.(3) page 3.)

* See same subject under External Duplication.

b. DD/S

(1) Training in connection with Domestic Operations Base.

- (a) Components Involved: DD/S - OTR and DD/P - SR.

Remarks: OTR suggests manpower could be saved if Training were done by OTR. For your further information DD/P - PP has a project engaged in training foreign nationals. (Ref: DD/S papers, para. 2.k.(2) page 7. and DD/P papers, para. 3.b.4. page 4.)

(2) Personnel Record Keeping

- (a) Components Involved: DD/S - OP and all CIA components.

Remarks: Management Staff is presently conducting a study of this problem. Ref: DI/S papers, para. 2.i.(2) page 6.)

(3) Supply

- (a) Components Involved: DD/S - LO and OC, and all other CIA components.

Remarks: OC suggests study of supply system, record keeping and reporting to achieve manpower savings. (See DD/S papers, para. 2.f.(2) page 3.)

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c. DD/P

(1) Economic Reporting

- (a) Components Involved: DD/P, DD/I - ORR.

Remarks: The attached studies indicate possible Internal and External Duplication*.
(Ref: DD/P papers, para. 3.b.8. page 5 and ORR Section of DD/I papers, pages 2, 3 and 4.)

* See same subject under External Duplication.

2. External CIA Duplication

a. DD/I

(1) Current Intelligence Publications

- (a) Component Involved: DD/I - OCI

- (b) External agency - Military Depts.

Remarks: DD/I suggests agreement amongst all IAC agencies to have a single series of all current intelligence publications with CIA as coordinator, Ref: DD/I papers, para. 2.(2) pages 2 and 3.

b. DD/P

(1) Materiel Stockpiling

- (a) Components Involved - DD/P - PPC - War Planners and PP - Air Maritime Division, DD/S - LO and Management Staff, Machine Records Division.

- (b) External agency - Defense

Remarks: DD/P suggests CIA eliminate from its stockpile all items except those peculiar to CIA only, and draw on military for any cold war requirements. (Ref: DD/P papers, para. 3.b.1. page 3.)

(2) Research and Development

- (a) Components Involved: DD/P*

- (b) External agency - Defense

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(X) Remarks: DD/P suggests that there is an indication of duplication between CIA and the military on research and development activities. (Ref. DD/P papers, para 3 b 2, page 3.)

* See same subject under Internal Duplication.

(3) Communications

(a) Components Involved: DD/P and DD/S - OC.



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(4) Economic Reporting

(a) Component Involved - DD/P

(b) External agency - State Dept.

✓ Remarks: DD/P suggests that Economic reporting be transferred to State Dept. - because covert supplementary action in this subject is virtually unnecessary.* (Ref: DD/P papers, para. 3.b.8. page 5 and ORR Section of DD/I papers, pages 2, 3, and 4.)

* See same subject under Internal Duplication.

3. Services for Another Agency

a. DD/I

(1) High level Consumer Memoranda.

(a) Components Involved: O/DD/I, ONE and OCI frequently furnish data to high level consumers which already exist in Current Intelligence Publications.

✓ Remarks: Even though elimination of this function might save 12 persons - as Chief, Management Staff points out, some of this type of service pays off in other ways. (Ref: DD/I papers, para. entitled Second Answer, page 2-1)

b. DD/P

(1) CIA services visa name checks as a result of the McCarran Act.

(a) Component Involved: DD/P - [REDACTED]

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(b) Agency Involved: Immigration and Naturalization Service.

Remarks: DD/P questions need for this service by CIA. At the time study was made 39 persons were involved, since then 25 additional persons have been detailed to the program. (Ref: DD/P papers, para. 3.b.9. page 5.)

4. Services, which could be transferred to Another Agency

a. DD/P

(1) Overseas UW Activities

(a) Component Involved: DD/P - PP
OTR*

(b) External agency: U.S. Army

Remarks: DD/P suggests U.S. Army take over

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(Ref: DD/P papers, para. 3.b.4. page 4.)

* Suggest OTR's views be solicited also.

(2) POW Innocent Text Code

(a) Component Involved: DD/P - PP

(b) External agency: USAF

Remarks: DD/P asks "If Project is to be continued could it not be more adequately performed by USAF?" (Ref: DD/P papers, para. 3.b.5. page 4.)

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(3) USIA or [REDACTED]

(a) Component Involved: DD/P (propaganda)

(b) External agency: USIA on [REDACTED]

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Remarks: DD/P suggests that certain propaganda projects have reached a stage where they should be turned over to USIA [REDACTED] (Ref: DD/P papers, para. 3.b.6. page 4.)

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✓ 25X1A2g

(4) ICA and Other Government Agencies - NSC 1290(d) projects

(a) Component Involved: DD/P

(b) External agencies: ICA and other government agencies.

Remarks: DD/P suggests that these programs, primarily overt in character are outside CIA's sphere of responsibility and that they could be transferred out. (Ref: DD/P papers, para. 3.b.7. page 5.)

General Remarks: Suggest policy decision from SA to DD/P on PP and PM matters, Survey, then negotiating instruments for DCI's signature.

b. DD/S

(1) Services

(a) Component Involved: IO

(1) Furniture Repair

(2) Typewriter Repair

(3) Printing Service

(4) Building Supply Service

(5) Mail and Courier Service

Remarks: A saving of personnel could be effected if the responsibilities of (1), (2) and some of (3) could be transferred out of the Agency - and in the case of (4) decentralized to operating offices. As to (5) service could be curtailed by rendering less frequent pick-up and delivery service and by the refusal of numerous special requests. Advantages and disadvantages should be explored. (Ref: DD/S papers, para. 2.h.(1), page 5.)

(2) Training

- (a) Component Involved: OTR
- (b) External agencies involved: Government and Non-Government Schools.

Remarks: An effort should be made to evaluate statistics bearing on statement "Experience has shown that in the majority of cases the most efficient, economical and secure method of providing language and area instruction for agency employees is through internal CIA programs". (Ref: DD/S papers, para. 2.k.(2), page 7.)

5. Elements of Common Concern within the Intelligence Community

a. DD/I

Most of the services of common concern performed by the DD/I are spelled out in various NSCID's and DCID's. In addition,

(1) ORR conducts:

- (a) Cartographic, Map Library and geographic intelligence functions.
- (b) Intelligence support to the Economic Defense program.
- (c) Intelligence information in support of trade controls for Economic Defense Advisory Committee.

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- (e) Interagency Map Procurement coordinating committee.
- (f) Coordination in the production of geographic contributions to the U.S. Military escape and evasion program.
- (g) Coordination of U.S. activities in support of US/UK Travel Folder Program.

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(2) [REDACTED]:

- (a) Monitors, records and collates POW Broadcasts.
- (b) Studies propaganda techniques in support of political analysts and psychological warfare activities.

25X1A7a (3) [REDACTED]

- (a) Coordinates procurement of foreign language publications.
- (b) Provides translation services for CIA and for other IAC agencies in the rarer languages.
- (4) OCR performs all but a very few services for the entire Intelligence Community.
- ✓ (5) OSI/Electromagnetic Warfare branch provides intelligence support in overseas broadcasting to USIA, FCC and State.

Remarks: Elimination of the above would save [REDACTED] persons to this Agency but represents the necessary functions within the Intelligence Community. A Task Force should explore the need and the functional responsibility for each of the above. (Ref: DD/I papers, para. entitled Second Answer, pages 2-1 thru 2-5.)

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6. Combination of Similar Functions

a. DD/I and DD/P

- (1) Biographic Register/DD/I/OCR and [REDACTED]

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Remarks: A study should be made to determine the advisability of a merger. (Ref: DD/I papers, para. 2.(1) page 2.)

- (2) Economic Research and Reporting

Remarks: See discussions under Internal and External CIA Duplication.

- (3) International Conferences

Remarks: Information on and coverage of international conferences are becoming increasingly important, especially as Soviet participation increases. There are indications that responsibility for coverage of such conferences is not clearly assigned and that unnecessary duplications and serious gaps in coverage are occurring. (Ref: DD/I papers, para. 2.(4) page 3.)